

Changes to Draft Rules Required by SB1315 for Child Care Facility Licensing

Table 4.2.1 Time-frames (in days)

Type of Approval	Statutory Authority	Overall Time-Frame	Administrative Completeness Review Time-Frame	Substantive Review Time-Frame
Initial License under R9-5-201	A.R.S. § 36-882	120	30	90
License Renewal under R9-5-205	A.R.S. § 36-882	150	30	120
Approval of Change Affecting License under R9-5-206 <u>R9-5-208</u>	A.R.S. §§ 36-882; <u>and</u> 36-883	75	30	45

R9-5-205. License Renewal Submission of Licensure Fees

- A.** At least 45 days before the expiration date of a current license, an applicant for renewal of a license shall submit to the Department an application including:
1. A notarized application form signed by the applicant that includes:
 - a. The applicant's name;
 - b. The facility's name, street address, mailing address, and telephone number;
 - c. The applicant's type of business organization; and
 - d. A statement that the applicant has read and will comply with these rules and declares that the information provided in the application is accurate and complete; and
 2. An Attachment to Application including any changes to the information previously submitted as prescribed in ~~R9-5-201(A)(5)~~; and
 3. The applicable fee in ~~R9-5-210~~.
- B.** A licensee that submits the items required by subsection (A) later than 45 days before the expiration date of the current license shall pay to the Department a late filing fee as follows:
1. For a child care facility with a licensed capacity of 5 to 10 children, \$100;
 2. For a child care facility with a licensed capacity of 11 to 59 children, \$400; or
 3. For a child care facility with a licensed capacity of 60 or more children, \$780.
- C.** If an applicant submits the items required by subsection (A) and the fee required by subsection (B), if applicable, before the expiration date of the current license, the current license does not expire until the date specified in A.R.S. § 41-1092.11(A).

A licensee shall submit to the Department, every three years, before the anniversary date of the facility's license:

1. A form provided by the Department that contains:
 - a. The licensee's name;
 - b. The facility's name and license number; and
 - c. Whether the licensee intends to submit the applicable fee:
 - i. With the form, or
 - ii. In installment payments; and
2. Either:
 - a. The applicable fee in R9-5-206, or
 - b. One-half of the applicable fee in R9-5-206 with the remainder of the applicable fee due no later than 60 days after submitting the form.

R9-5-210. R9-5-206. Fees

~~An applicant submitting an initial application or a renewal application for a child care facility shall submit to the Department a fee as follows:~~

- ~~1. For a child care facility with a licensed capacity of 5 to 10 children, \$1,000;~~
- ~~2. For a child care facility with a licensed capacity of 11 to 59 children, \$4,000; or~~
- ~~3. For a child care facility with a licensed capacity of 60 or more children, \$7,800.~~

A. Except as provided in subsection (B), the fees for an applicant submitting an initial application or a licensee submitting licensure fees are:

1. For a child care facility with a licensed capacity of 5 to 10 children, \$1,000;
2. For a child care facility with a licensed capacity of 11 to 59 children, \$4,000; and
3. For a child care facility with a licensed capacity of 60 or more children, \$7,800.

B. If an applicant or licensee participates in a Department-approved program, the Department may discount the fee, based on available funding.

R9-5-207. Invalid License

If a licensee does not submit the licensure fee as required in R9-5-205(2), the facility license is no longer valid, and the facility is operating without a license. As prescribed in A.R.S. § 36-886, the Department shall provide written notice to the licensee to cease and desist operating the facility.